

FY26 K-12 SCHOOLS PERSONNEL RESOURCE ALLOCATION FORMULA

Position	Allocation	Comments
Principal	1 per school	- 12 months
Assistant Principal	1 AP Middle 1 AP High	- 12 months
Regular Teachers*	1 teacher per 18 students (K-3) 1 teacher per 22 students (4-5)	- 196 duty days - Round up based on Direct Certification %: .01 (90% or >) or .25 (< 90%)
	1 teacher per 21.35 students (MS) 1 teacher per 25 students (HS)	- 196 duty days - [roundup based on Direct Certification %; .01 (85% or >), .50 (< 85%)]
SAI Teacher	1 per school	- 196 duty days
Art, Music, P.E. Teachers	1 - 598 students = 3.0 599 - 773 students = 3.5 774 - 890 students = 4.0 891 - 1,010 students = 4.5	- 196 duty days
Guidance Counselors	1 Elementary Certified School Counselor 1 Secondary Certified School Counselor	- 196 duty days
Media Specialist	1 per school	- 196 duty days
School Admin Assistant	1 per school	- 12 months
School Treasurer	1 per school	- 12 months
School Office Assistant (Attendance)	501 + students = 1.0	- 182 duty days / 6 hours per day - 16 Extra Duty Days
Data Processor	1 per school	- 12 months - 20 overtime hours per DP
School Office Assistants	1,001 - 1,250 students = 1.0 1,251 - 1,500 students = 2.0	- 216 duty days
Media Clerk	751+ students = 1.0	- 190 duty days
Secondary Tech Support Tech	1 per school	- 216 duty days
Custodial Staff	Formulas as developed	- 12 months
Behavioral Health Professional	1 per school	- 206 duty days
School Security Monitor	1 per school	182 duty days

**ESE/ESOL Direct Support Adjustment (DSA) is deducted from the total student enrollment.*